

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Language and Area School

DATE: 14 January 1959

FROM : Deputy for Language Training

SUBJECT: Weekly Activities Report

A. SIGNIFICANT ITEMS

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Last Saturday LAS held another of its institutes on language teaching and linguistics with the instructors in the VLTP. The meeting took place from 0930 to 1230 in R&S building. The first hour was devoted to orientation of instructors just entering the program plus a few prospective instructors. Following this, separate sessions were held for Slavic and East European, Romance, Germanic, and Non-Indo-European language instructors. At these individual sessions both old and new instructors in the program were present and demonstrations of drill techniques were given by LAS staff and contract instructors. In all, 47 instructors from the VLTP attended. LAS instructors present were [redacted]

[redacted]

B. OTHER ACTIVITIES

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1. [redacted] discussed with [redacted] the possibility of setting up a French course under the VLTP for staff [redacted] We have offered to assist in every way, including training of an instructor. It is expected that the course can start in approximately two weeks.

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2. [redacted] a part-time instructor in French, will be absent four weeks as of the week while undergoing an operation. To meet the 58 hour weekly teaching load, [redacted] agreed to work two hours more daily in addition to the four she already works.

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3. [redacted] interviewed a prospective instructor, [redacted] the wife of an employee. If it works out, her employment can be for a limited time only and the problem of increasing the native speaker personnel in French remains.

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4. The Basic Czech (FT) Class is finishing up three days at [redacted] today. They were accompanied by [redacted] from LAS and by [redacted] as chaperones.

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5. The Arabic Familiarization Course began 12 January with an enrollment of about 40, including about 8 from NEA. It is scheduled to run for six weeks.

25X1 6. [REDACTED] has arrived to take up his duties as a contract employee instructing in the full-time Greek course which is to begin 19 January. Upon DTR's approval, his contract will be transferred from SE to OTR.

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